

## Chapter 6

### Army Substance Abuse Program

Course	# Classes	# Students Per Class	
	Per Year	Maximum	Minimum
Basic Unit Prevention Leader Workshop	6	36	10
Advanced Unit Prevention Leader Workshop	12	20	10
Bn/Bde Unit Prevention Leader Workshop	4	36	10

### Basic Unit Prevention Leader Workshop (BUPL)

**1. Training provided by USAG-HI, DHR, Schofield Barracks, Hawaii.**

**2. Description.** All newly assigned Unit Prevention Leaders (UPLs) must attend this 40 hour course. This course provides an overview of the entire Alcohol and Drug program and includes training the UPLs as an educator. Upon completion of this course, the UPL is certified for a period of eighteen months, after which he/she can renew their certification by attending the Advanced UPL workshop. This BUPL Workshop is offered on a bi-monthly schedule.

**3. Prerequisites.**

- a. Eligible individuals must be E-5 or above with at least one year retainability.
- b. Nominee must not be under investigation for legal, administrative, or substance abuse related offenses or have had a drug or alcohol-related incident within the last 3 years.

**4. Location/Time.** The first day of the course will be conducted at the ASAP Classroom, Bldg 2091 Kolekole Ave., Schofield Barracks (behind ACS) with a report time of 0845. The remaining class days will be conducted at Menoher Road, Bldg 896, Installation Training Center from 0900-1630.

**5. Administrative.**

- a. Each individual attending this class must have orders appointing them as the Company or Battalion Unit Prevention Leader. A sample is available on the U.S. Army Garrison, HI website at <http://www.garrison.hawaii.army.mil/sites/services/asap-welcome.asp>. The orders should be effective the last day of the class and be signed by the commander. The authority on the appointment orders should read: AR 600-85 para 2-34 (For Battalion level) or AR 600-85 para 2-35 (For Company level).

- b. Civilian attire is not authorized.

- c. All seats are on a first come, first serve basis. In order to train as many units as possible, no more than two Soldiers from any one unit may attend if there is a stand-by wait list.

- d. UPLs will conduct at least one hour of observed substance abuse prevention education training before receiving their Certificate of Completion or certification card.

**6. Enrollment.** To enroll Soldiers in this course, submit a complete packet with the forms listed below by fax, 655-6045, email to the ASAP office at [ASAP@us.army.mil](mailto:ASAP@us.army.mil), or hand deliver to ASAP's Prevention section.

- a. Military Training Request Form (July 2009).
- b. Appointment Orders.
- c. Army Substance Abuse Program CID Background Check Request Form. The form must be filled out and endorsed by the attendee. Do not send Soldiers to CID!
- d. Alco-Sensor Breathalyzer Device Training Certificate. This 1-hour certification must be completed at ASAP's Computer Lab; lab hours Mon-Fri, 7:30 a.m.-3 p.m. (closed for lunch 12-1 p.m.)
- e. A copy of your ERB/ORB.

**7.** The class schedule for the Basic Unit Prevention Leader Workshop Course is as follows:

**CLASS SCHEDULE**

<b><u>CL NUMBER</u></b>	<b><u>START DATE</u></b>	<b><u>GRAD DATE</u></b>	<b><u>SUSP DATE</u></b>
001-12	31 Oct 11	04 Nov 11	15 Oct11
002-12	23 Jan 12	27 Jan 12	07 Jan 12
003-12	19 Mar 12	23 Mar 12	03 Mar 12
004-12	07 May 12	11 May 12	21 Apr 12
005-12	23 Jul 12	27 Jul 12	07 Jul 12
006-12	17 Sep 12	21 Sep 12	01 Sep 12

## Advanced Unit Prevention Leader Workshop (AUPL)

- 1. Training provided by USAG-HI, DHR, Schofield Barracks, Hawaii.**
- 2. Description.** This two-hour recertification class brings all UPLs up to date on the latest research, regulations, and policies changes. All UPLs must attend this class every eighteen months to maintain their certification\*. If a card has expired, a 90 day grace period is given in order to recertify. The 90 day grace period is for recertification only; the UPL cannot conduct urinalysis with an expired card. This class is offered 12 times per year, one time each month, on the first working Monday.
- 3. Prerequisites.** This is a recertification for current UPLs. All attendees must already be a certified UPL either through the Schofield BUPL course, or provide proof\*\* of certification from another installation and must have worked as a UPL within the last 90 days.
- 4. Location/Time.** This class is conducted in the ASAP Classroom, Building 2091 Kolekole Ave., Schofield Barracks (behind ACS) from 0900-1100 as indicated on the schedule.
- 5. Administrative.** Students must bring their UPL certification card and all of their unit's substance abuse prevention education training rosters for the fiscal year. Civilian attire is not authorized.
- 6. Enrollment.** Please contact the ASAP office at 655-8322.
- 7.** The class schedule for the Advanced Unit Prevention Leader Workshop is as follows:

### CLASS SCHEDULE

<u>CL NUMBER</u>	<u>CLASS DATE</u>
001-12	03 Oct 11
002-12	07 Nov 11
003-12	05 Dec 11
004-12	09 Jan 12
005-12	06 Feb 12
006-12	05 Mar 12
007-12	02 Apr 12
008-12	01 May 12
009-12	04 Jun 12
010-12	02 Jul 12
011-12	06 Aug 12
012-12	10 Sep 12

\* DA requires certifications that lapse more than 90 days to re-take the 40 hr. Basic Unit Prevention Leader (BUPL) Certification Course.

\*\* Training certificate or UPL certification card.

## Battalion/Brigade Unit Prevention Leader Workshop

1. **Training provided by USAG-HI, DHR, Schofield Barracks, Hawaii.**
2. **Description.** This one-hour class gives Bn/Bde UPLs their unit's current statistics as well as the latest trends for Army Hawaii. In turn the Bn/Bde UPLs will brief their commanders on unit alcohol and drug abuse awareness training, drug testing, and alcohol and drug abuse incidents involving their Soldiers (based on MP blotter statistics).
3. **Prerequisites.** Attendees must already be Bn/Bde UPL certified.
4. **Location/Time.** This class is conducted in the Schofield Barracks Post Conference Room from 1100-1200 as indicated on the schedule.
5. **Administrative.** Per AR-600-85, Battalion and Brigade UPLs must be an officer or NCO (E-5 promotable or above). The authority on the appointment orders should read: AR 600-85 para 2-34. Once placed on orders as a Bn/Bde UPL, Soldiers are required to attend this course every quarter. All seats are on a first come, first serve basis.
6. **Enrollment.** Please contact the ASAP office at 655-8322.
7. The class schedule for the Battalion/Brigade Unit Prevention Leader Workshop is as follows:

### CLASS SCHEDULE

<u>CLASS NUMBER</u>	<u>CLASS DATE</u>
001-12	05 Oct 11
002-12	04 Jan 12
003-12	04 Apr 12
004-12	18 Jul 12